

REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
PONDERA COUNTY, MONTANA
Held in October 2019

The Board of Pondera County Commissioners met daily in informal session and in scheduled meetings on October 2, 9, 16, 23, and 30, 2019.

OCTOBER 2, 2019 REGULAR MEETING OF THE COMMISSION:

PRESENT: Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell

TAX ABATEMENTS 1088-1093-APPROVED

Commissioner Morren moved to approve the following abatement:

Table with 5 columns: NUMBER, REASON, CANCEL, ADD, PARCEL NO. Rows 1088-1093 detailing equipment depreciation schedule errors and corresponding amounts.

Commissioner Seifert seconded. Motion carried.

RESOLUTION AUTHORIZING BUDGET AMENDMENTS TO PONDERA COUNTY BUDGET-ADOPTED

PONDERA COUNTY MONTANA
RESOLUTION #8 - 2019-20
AUTHORIZING BUDGET AMENDMENTS TO
PONDERA COUNTY BUDGET

WHEREAS the Montana Code Annotated, Section 7-6-4006(4), grants the Board of County Commissioners the power and authority to amend the budget during the fiscal year by conducting public hearings at regularly scheduled meetings; and

WHEREAS Pondera County Commissioners approved the appropriations budget for the Pondera County during its regular budget approval process and errors in revenues and expenditures budget have been identified; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pondera County that the budget be corrected as follows:

Table with 4 columns: Revenues, Description, Prior Amount, New Amount. Rows for HAVA Grant for Election Equip and Transfer from Fund 2300. Expenditures section includes Road Updates & Repairs and Transfer to Capital.

Adopted this 2<sup>nd</sup> day of October, 2019, as moved by Commissioner Morren, seconded by Commissioner Seifert, and passed on a 2-0 vote of the board. Effective on passage and approval.

**BOARD OF COUNTY COMMISSIONERS**  
Pondera County, Montana

Absent  
Thomas A Kuka, Chairman

/s/ Dale J Seifert  
Dale J Seifert, Member

ATTEST: /s/ Kody L Farkell  
Kody L. Farkell, Clerk & Recorder

/s/ Jim Morren  
Jim Morren, Member

**STANDARD AUDIT CONTRACT AMENDMENT – APPROVED**

Commissioner Morren moved and Commissioner Seifert seconded to approve the Standard Audit Contract Amendment in which the County agrees to pay \$24,630 for the FY2018-19 audit. Motion carried.  
Commissioner Kuka was absent.

**ENCROACHMENT AGREEMENT-APPROVED**

Commissioner Morren moved to approve the Encroachment Agreement requested by the Boucher Trust to trench a new electrical line on Sam George Road, 7/10 of a mile off of Coalmine Road. Commissioner Seifert seconded. Motion carried.  
Commissioner Kuka was absent.

**DATE, TIME AND PLACE SET FOR PUBLIC HEARING OF PROPOSED OFFICE CLOSINGS ON THE DAY AFTER THANKSGIVING AND ON CHRISTMAS EVE DAY**

Commissioner Morren moved to set Wednesday, October 23 at 10:00 a.m. in the County Commissioners office as the date, time and place for a public hearing on the proposal to close the county offices on the day after Thanksgiving and early on Christmas Eve day. Commissioner Seifert seconded. Motion carried.  
Commissioner Kuka was absent.

**PURCHASE OF FIVE EXPRESSVOTE BALLOT MARKING DEVICES-APPROVED**

Pondera County received funds in the amount of \$8,823 via the Montana Secretary of State from federal monies distributed to states for use in election security and equipment updates.  
Commissioner Morren moved and Commissioner Seifert seconded to purchase five (5) ExpressVote Ballot marking devices in the amount of \$22,546.25, with \$13,723.25 being paid from General Fund Capital Improvement. Motion carried.  
The ExpressVotes are replacing the Automark machines currently used, which are outdated and no longer have replacement parts available.  
Commissioner Kuka was absent.

**COMPENSATORY TIME FOR EMPLOYEES WHO WORKED DURING DECLARED EMERGENCY**

At the request of the Road and DES employees who were required to work as a result of the snow storm and Emergency Declaration Resolution #7-2019/20, Commissioner Morren moved and Commissioner Seifert seconded to give 1.5 hours of compensatory time for the hours worked over regularly scheduled hours instead of overtime, as normally paid during a declared emergency. Motion carried.  
Commissioner Kuka was absent.

**OCTOBER 9, 2019 REGULAR MEETING OF THE COMMISSION:**

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell

**TREASURER'S SECURITIES REPORT SEPTEMBER 30, 2019**

STIP                    \$7,002,000.00 @ 2.1439093%

STOCKMAN BANK BALANCES \$2,310,496.54  
 STOCKMAN BANK –Collateral Report  
 912828G95 \$5,000,000.00 US TREAS 1000079 1.63% Matures 12/31/19

**RAYMOND JAMES**

02587CFF2	\$200,000.00	2.2500%	Due 5/24/2021 (CD)
140420XL9	\$245,000.00	2.1500%	Due 11/04/2020 (CD)
48125YT87	\$250,000.00	1.250%	Due 05/06/2021(step)
254672T24	\$250,000.00	2.000%	Due 11/23/2021 (CD)
06051VE36	\$250,000.00	2.50%	Due 08/06/2020 (CD)
61690UED8	\$250,000.00	2.85%	Due 02/14/2022 (CD)
14042RMS7	\$250,000.00	2.2000%	Due 08/07/2023 (CD)
38149MCZ4	\$250,000.00	2.0000%	Due 07/18/2022 (CD)

**INDEPENDENCE BANK**

CDARS 1022263613	02/06/20	2.44983%	\$500,000.00
CDARS 1022675601	06/4/20	2.42056%	\$500,000.00
CDARS 1022898139	08/13/20	2.22514%	\$1,000,000.00
CDARS 1021870648	10/10/19	2.05873%	\$500,000.00
CDARS 1021969202	11/07/19	2.13707%	\$2,000,000.00
CDARS 1022052493	12/05/19	2.2447%	\$1,000,000.00

**MINUTES OF THE COMMISSION-APPROVED**

Commissioner Seifert moved to approve the August & September minutes of the Commission. Commissioner Morren seconded. Motion carried.

**CONRAD AIRPORT FAA HANGAR LEASE-APPROVED**

Commissioner Seifert moved and Commissioner Morren seconded to approve a Conrad Airport FAA hangar lease for the 2019 year with Chad Rubino. Motion carried.

**REVISED JOB DESCRIPTIONS-APPROVED**

Commissioner Morren moved to approve the revised job description for the Part Time Nurse position. Commissioner Seifert seconded. Motion carried.

**WAGE INCREASE FOR PONDERA COUNTY TRANSIT DRIVER-APPROVED**

Northern Transit Interlocal requested that the Pondera County Transit Driver receive a wage increase of \$0.08 from \$14.32 to \$14.40 to match the drivers in the other counties who are a part of the Northern Transit Interlocal. Salaries of the Pondera County Transit driver are reimbursed to Pondera County by the Northern Transit Interlocal. Commissioner Morren moved to increase the Pondera County Transit drivers hourly wage from \$14.32 to \$14.40 to match the other drivers in the Northern Transit system. Commissioner Seifert seconded. Motion carried.

**OCTOBER 15, 2019 REGULAR MEETING OF THE COMMISSION:**

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, DES Coordinator Melinda Burns

**CONSTRUCTION & MAINTENANCE AGREEMENT WITH MDT FOR COUNTY BRIDGE ON FRANCES HEIGHTS ROAD-APPROVED**

Commissioner Seifert moved to approve a Construction & Maintenance Agreement with Montana Department of Transportation for replacement of the off-system county bridge over the “C” Canal, located on Frances Heights Road. State and/or Federal Highway Administration (FHWA) funds will be used for the replacement of the bridge with Pondera County agreeing to take full responsibility of the bridge upon completion. Commissioner Morren seconded. Motion carried.

**ALLIANCE FOR YOUTH REPORT**

Katherine Boadle, Prevention Specialist for Alliance For Youth, was in attendance to report on the programs Alliance For Youth provides the County. A “Let’s Talk Hope” mental health awareness program has been implemented and is in full force through presentations, online, and bulletin board advertising. The Alliance is also promoting their

“Parenting Montana” website and book. Parenting Montana is available to guide parents in dealing with difficult issues with youth of all ages.

**REVISED JOB DESCRIPTION FOR BACKUP MAINTENANCE CUSTODIAN-  
APPROVED**

Commissioner Seifert moved and Commissioner Morren seconded to approve a revised job description for the Backup Maintenance Custodian. Motion carried.

**OCTOBER 23, 2019 PUBLIC HEARING REGARDING CLOSING COUNTY OFFICES ON FRIDAY, NOVEMBER 29<sup>th</sup>, 2019 AND EARLY ON TUESDAY, DECEMBER 24<sup>th</sup>, 2019**

Commissioner Kuka called the hearing to order at 10:05 a.m. Those in attendance were Commissioners Kuka, Seifert, and Morren; Clerk & Recorder Kody Farkell and Catherine Kellogg. The purpose of the hearing was to gather public input regarding the closure of county offices on the day after Thanksgiving Day, November 29<sup>th</sup>, 2019 and early on Christmas Eve Day, December 24<sup>th</sup>, 2019. The hearing was advertised in the Independent Observer and The Valerian on October 9 and October 16, 2019. One written comment in favor of the closure was received.

The Commissioners discussed prior history of closure and that it was not an additional holiday for employees. Employees would have to use vacation time or compensatory time to have the day off.

The hearing adjourned at 10:10 a.m.

**OCTOBER 23, 2019 REGULAR MEETING OF THE COMMISSION:**

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, Clerk & Recorder Kody Farkell, Catherine Kellogg

**PUBLIC COMMENT**

Catherine Kellogg was in attendance to discuss the condition of Healy Springs Road and West Valley Road. She discussed the fact that she had only seen the Road Department grade a portion of the roads one time this summer and, as a result, the conditions of the roads are very poor. She expressed frustration with the level of communication between the Road Department to the Commissioners and the landowners. Commissioner Seifert will drive Healy Springs Road and West Valley Road and report to the Road Supervisor on the status of them.

**RESOLUTION DESIGNATING COUNTY OFFICE HOURS-HOLIDAY CLOSINGS**

PONDERA COUNTY, MONTANA

RESOLUTION #9 – 2019/20

DESIGNATING COUNTY OFFICE HOURS – HOLIDAY CLOSINGS

WHEREAS, Section 7-4-102, MCA, grants the Board of County Commissioners the power and authority to set office hours of the County offices (by formal resolution after a public hearing and if consented to by any affected elected county officer); and

WHEREAS, it is the intent of the Pondera County Commissioners to provide its employees availability for a long week-end when certain holidays fall on a Tuesday or Thursday or additional hours on Christmas Eve to observe the holiday; and

WHEREAS a public hearing on this resolution was conducted on Wednesday, October 23, 2019 at 10:00 a.m. in the Pondera County Commissioners office. Notice of the hearing was published in the Independent Observer and The Valerian for two consecutive weeks on October 9 and October 16, 2019 and no elected county officer nor any members of the public objected to the proposed office hours;

WHEREAS, employees will need to use compensatory time accrued and/or vacation hours to receive pay for the hours normally worked. Employees wishing to work during the affected hours and/or employees who do not have vacation and/or compensatory hours to apply to the benefit hours may work the hours.

NOW, THEREFORE, BE IT RESOLVED by the Pondera County Board of Commissioners that the Pondera County offices will be closed:

All day, Friday, November 29, 2019 (day after Thanksgiving Day);  
12:00 pm – 5:00 pm, Tuesday, December 24, 2019 (Christmas Eve Day)

BE IT FURTHER RESOLVED that employees will need to use compensatory time accrued and/or vacation hours to receive pay for the hours normally worked. Employees wishing to work during the affected hours and/or employees who do not have vacation and/or compensatory hours to apply to the benefit hours may work.

Adopted this 23<sup>rd</sup> day of October, 2019 as moved by Commissioner Seifert, seconded by Commissioner Morren, and passed on a 3-0 vote of the full board; Effective on passage and approval.

BOARD OF COUNTY COMMISSIONERS  
Pondera County, Montana

/s/ Thomas A Kuka  
Thomas A Kuka, Chairman

/s/ Dale J Seifert  
Dale J Seifert, Member

ATTEST: /s/ Kody L Farkell  
Kody L. Farkell, Clerk & Recorder

/s/ Jim Morren  
Jim Morren, Member

RENEWAL OF INMATE EXCESS MEDICAL INSURANCE

Commissioner Morren moved and Commissioner Seifert seconded to renew the Inmate Excess Medical Insurance with Correctional Risk Services, Inc. at the rate of \$1.02 per inmate per day for medical coverage, mental/nervous disorder treatment, substance abuse treatment, pregnancy, and AIDS/ARD/HIV treatment. Effective dates of coverage: November 1, 2019 to October 31, 2020. Motion carried.

CONRAD AIRPORT FAA HANGAR LEASE APPROVED

Commissioner Morren moved and Commissioner Seifert seconded to approve the Conrad Airport FAA hangar #5 lease for the 2019-20 year. Motion carried.

ENCROACHMENT AGREEMENT-APPROVED

Commissioner Seifert moved to approve the Encroachment Agreement requested by the Omega Service & Supply to add an additional 30' to an existing approach on Dusty Road. Commissioner Morren seconded. Motion carried.

**OCTOBER 30, 2019 REGULAR MEETING OF THE COMMISSION:**

PRESENT: Commissioner Thomas Kuka, Commissioner Dale Seifert, Commissioner Jim Morren, DES Coordinator Melinda Burns

TAX ABATEMENTS 1094-1097-APPROVED

Commissioner Seifert moved to approve the following abatement:

NUMBER	REASON	CANCEL	ADD	PARCEL NO
1094	Delinquent fees were put on wrong record		1260.10	2029700
1095	Improvements should have been exempt	15.39		222751
1096	AB-26 adjustment	1002.90		453700
1097	AB-26 adjustment	876.97		400100

Commissioner Morren seconded. Motion carried

EXPENDITURES IN EXCESS OF \$500-APPROVED

A quote of \$1,926 was received from DIS to renew the Sheriff Department's sonic firewall subscription for five years. Commissioner Morren moved to renew the sonic firewall subscription for a five-year period. Commissioner Seifert seconded. Motion carried.

APPOINTMENT TO MARIAS FAIR BOARD

After 54 years as a 4-H Leader and long-time member of the Marias Fair Board, Rita Rae Weisgram has stepped down as Fair Board member. Commissioner Morren moved and Commissioner Seifert seconded to appoint Chris Vermulm as Pondera County representative to the Marias Fair Board. Motion carried.

CLAIMS APPROVED FOR PAYMENT – October 31, 2019

<b><u>FUND</u></b>		
Fund	Fund Description	Amount
1000	GENERAL	74782.96
2110	ROAD	144921.09
2130	BRIDGE	7184.22
2140	WEED	988.00
2170	AIRPORT	1114.85
2230	AMBULANCE	119.15
2290	EXTENSION SERVICE	6800.18
2300	PUBLIC SAFETY (LAW ENFORCEMENT)	14632.71
2370	PERS	1472.44
2371	HEALTH INSURANCE - EMPLOYER CONTRIBUTION	1597.76
2401	BRADY LIGHTS MAINTENANCE	377.42
2830	JUNK VEHICLE	613.15
2850	911 EMERGENCY	693.89
2860	LAND USE PLANNING	500.00
2866	NORTHERN TRANSIT INTERLOCAL	371.80
2917	VICTIM & WITNESS ADV PROG	539.00
2958	EP (DES) GRANTS	1258.36
2963	ORAL HEALTH SERVICES GRANT	677.70
2971	WIC GRANT	150.23
2973	MATERNAL CHILD HEALTH	109.15
2976	IMMUNIZATION ACTION GRANT	-131.70
2978	CHRONIC DISEASE (FKA TOBACCO USE PREV)	322.09
2980	HEALTH CARE FOUND. GRANT	71.00
4009	PUBLIC SAFETY CAPITAL IMP	300.00
4012	GENERAL FUND CAPITAL IMP	11753.50
4013	ROAD/BRIDGE EQUIP PURCHSE	11252.00
7920	REFUND FUND	1755.83
TOTAL CLAIMS		284,226.78
		\$
TOTAL PAYROLL		260,037.87
		\$
TOTAL CLAIMS AND PAYROLL FUNDS		544,264.65

ADJOURNMENT

The meeting adjourned at 5:00 p.m. on October 31, 2019

Pondera County, Montana.

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Thomas A Kuka, Chairman

ATTEST:

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Kody L Farkell, Clerk & Recorder